

**CONTRACTOR PREQUALIFICATION DOCUMENTS
FOR**

**10000 South / Mt Jordan Road
Waterline Improvement Project**

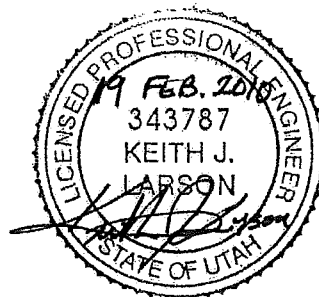
February 19, 2010

OWNER

**Sandy City
10000 S. Centennial Parkway
Sandy City
UT, 84070**

ENGINEER

**Bowen, Collins & Associates
154 E. 14400 S.
Draper, Utah 84020**



Proposals will be received by the Sandy City Purchasing Agent at 10000 S. Centennial Parkway, Sandy City, UT, 84070, until **11 AM**, on Tuesday, March 9, 2010.

CONTRACTOR PREQUALIFICATION REQUIREMENTS

General

Sandy City Department of Public Utilities (Owner) requests contractor prequalification proposals for construction of the **10000 South / Mt Jordan Road Waterline Improvement** (Project). This document describes the requirements for prequalification of contractors. The submittal requirements for prequalification proposals and the evaluation criteria are included.

Purpose

The purpose of the prequalification process is to select those contractors the Owner deems to be qualified and capable of completing the Project in conformance with the Contract Documents. Only those firms that are prequalified by the Owner will be allowed to submit a bid.

Selection as a prequalified contractor does not imply Owner's acceptance or approval of the contractor's specific personnel, equipment or methods, whether or not these items are described in the contractor's prequalification proposal.

Project Description

The WORK includes the installation of over 9,000 linear feet of new 12-inch, 10-inch, and 8-inch water mains in Sandy City and Salt Lake County in the following locations:

- A. 10000 South, 2300 East to 2700 East
- B. 2700 East & 10000 South to Mt Jordan Road & 9800 South
- C. Mt Jordan Road,
 - 2675 East to 2730 East
 - 9800 South to 3015 East
 - 3100 E, 9950 South to 9800 South
- D. Grouse Creek Circle
- E. Granite Crest Lane & Circle
- F. Altavilla Drive

The project includes the installation of new water mains, new fire hydrants, replacement of existing fire hydrants, and replacement of existing water services and roadway work as described in the Contract Documents. Construction of the new waterline will be according to Sandy City, Salt Lake County, and the Engineer's specifications. Traffic control plans shall be prepared by the Contractor.

Submittal Procedure

Proposals will be received by the Sandy City Purchasing Agent at 10000 S. Centennial Parkway, Sandy City, UT, 84070, until **11 AM, on Tuesday, March 9, 2010. Five (5) copies** of the contractor's proposal shall be submitted. **Any proposal failing to clearly present all the requested information or failing to be in the requested format, may be considered unresponsive and rejected.**

Information contained in the proposals will be considered confidential and reasonable precautions will be taken to ensure the security of the documents. All proposals will become and remain the property of the Owner.

The Owner reserves the right to request a contractor to clarify any part of his proposal. Response to such requests must be made in writing and will become part of the proposal. Unsolicited supplementary information and materials received after the deadline will not be considered in the evaluation.

Tentative Project Schedule

The tentative project schedule is as follows:

- | | |
|---|-------------------------------------|
| • Notification of qualified contractors | March 18, 2010 |
| • Contract documents available to qualified contractors | March 22, 2010 |
| • Bid opening | April 6, 2010
at 2:00 PM |
| • Contract award | April 9, 2010 |
| • Construction to begin | April 19, 2010 |
| • Construction completion | July 16, 2010 |

This schedule is preliminary and is subject to change.

Content of Proposal

The prequalification proposal shall include the information requested below. The organization of the proposal shall generally follow the outline below:

1. Title page
2. Contractor Prequalification Information Form
3. Personnel and Qualifications
4. Previous Project Experience
5. Financial Information.

Title Page

The title page shall identify the document as a prequalification proposal and shall include the name of the Owner, the name of the Project and the name of the contractor submitting the proposal.

Contractor Prequalification Information Form

The contractor shall complete and **sign** the attached Contractor Prequalification Information Form and include it with the proposal.

Personnel and Qualifications

Present information which will identify key personnel who will be assigned to the project, such as project manager, project superintendent, etc.

Describe the background and experience of each of these individuals. Provide *detailed* resumes for the project manager and project superintendent that will be assigned to this project.

Describe the approach to scheduling and accomplishing the work. Identify which major trade work (i.e., structural, mechanical, electrical, earthwork) will be completed by the contractor's forces and which will be performed by subcontractors.

Previous Project Experience

Present **detailed information** on similar projects completed by the contractor in the past 6 years. A minimum of four (4) projects of similar pipeline projects shall be submitted, at least three (3) of which must be ductile iron pipe. Also include two (2) projects which were successfully completed in a Salt Lake County right-away. Projects listed should demonstrate experience in the construction of **ductile iron pipe for culinary water systems through existing residential neighborhoods and busy public right-of-ways**. Include the following information for each project listed:

- Name of project
- Owner (include reference and phone number)
- Engineer (include reference and phone number)
- Name of project manager or superintendent responsible for this project.
- Year completed
- Dollar value of work performed
- Completed within time allowed? (if no, explain)
- Were any claims or disputes filed? (if yes, explain)
- Description of the project.
- References for each project.

Financial Information

Submit a certified financial statement for the contractor's most recent accounting period. Submit a letter from contractor's surety company specifying contractor's total bonding capacity and current unused bonding capacity. Submit additional references and information sufficiently comprehensive to permit an appraisal of contractor's current financial condition.

Evaluation of Proposals

Proposals will be evaluated based on the following criteria and qualified contractors must meet the following minimum criteria:

1. **Contractor shall have completed at least four (4) pressure pipeline projects (8 inches in diameter or larger and 4,000 linear feet or greater) in public streets during the last six (6) years, at least three (3) of which must be ductile iron pipe.**
2. **The Contractor shall demonstrate successful completion of at least two (2) projects including more than 3,000 linear feet of excavation within a Salt Lake County right-of-way within the past six (6) years.**
3. **Contractor's business must be registered in Utah, and the Contractor shall have an office located in northern Utah within the surrounding Counties.**
4. **Contractor shall have a current contractor's license appropriate to the type of work being proposed.**
5. **Contractor's firm shall have been in business performing similar services for municipalities, water districts, or other governmental agencies for a minimum of 10 years.**
6. **The proposed project superintendent / project manager assigned to this project shall have a minimum of 6 years of experience performing similar construction services and be able to communicate in English.**
7. **The Contractor shall have a minimum bonding capacity of 2 million dollars with sufficient uncommitted bonding capacity to cover the amount of the bid and comply with Sandy City's Exhibit A (See attachment).**
8. **The Contractor must receive positive feedback from references pertaining to related project experience. Sandy City may use other references not listed by the Contractor as deem necessary.**
9. **The Contractor shall submit a current certified financial statement and financial references and must receive positive feedback from the financial references.**

The Owner shall be entitled to contact each and every reference listed by the contractor. The contractor, by submitting a prequalification proposal expressly agrees that any information concerning the contractor in possession of said entities and references may be made available to the Owner.

Any proposal failing to clearly present all the requested information or failing to be in the requested format, may be considered unresponsive and rejected.

Notification of Prequalified Contractors

All contractors submitting prequalification proposals will be notified in writing if they did or did not prequalify. A brief explanation of reasons for not prequalifying will be provided to the unsuccessful contractors. Only contractors which are prequalified will be invited to bid. The Owner's decision will be final.

CONTRACTOR PREQUALIFICATION INFORMATION FORM

Complete the following information and submit this form with the proposal.

1. Contractor's name: _____
2. Business address: _____

3. Telephone / Facsimile: _____
4. Email Address: _____
5. Firm type: ___ Corporation ___ Partnership ___ Individual ___ Joint Venture
6. Date company was organized: _____
7. Name of current President or CEO _____
Number of years in that position _____
8. Number of permanent office and support employees _____
Number of permanent field employees _____
9. How long has company been doing work similar to proposed project: _____
10. Contractor's License:
Primary trade classification: _____
License no. and expiration date: _____
State(s) in which licensed: _____
Name on license (if different than contractor name) _____
11. Contractor's Surety (name, address, telephone number and contact person):

12. Contractor's Bank or Financial Institution (name, address, telephone number and contact person):

13. Contractor's Insurance Company (name, address, telephone number and contact person):

14. Has the contractor, or any of its parents or subsidiaries, ever had a bankruptcy petition filed in its name, voluntarily or involuntarily? _____ If yes, specify date, circumstances, resolution and other details on separate page.
15. Are there any unresolved claims or disputes on any work awarded to the contractor during the past five years. _____ If yes, give owner's name and details on separate page.
16. Has the contractor ever failed to complete any work that it was awarded? If yes, give owner's name and details on separate page.
17. Does the contractor maintain a permanent safety program? If yes, attach a copy of the program.
18. Does the contractor have a formal quality assurance program? If yes, provide a brief summary or outline of the program.

19. Name of Project Manager assigned to this project: _____.

20. Name of Superintendent assigned to this project: _____.

I hereby warrant that the information presented in this proposal is true, accurate and complete.

By: _____

Title: _____

Date: _____

"EXHIBIT A"
INSURANCE AND BOND REQUIREMENTS FOR
PARTIES CONTRACTING WITH SANDY CITY FOR :
10000 So. Mt. Jordan Road Waterline Improvement 2/2010

Contracting party shall procure and maintain for the duration of the contract insurance against claims for injuries to persons, damage to property and the willful, wrongful or negligent mis-appropriation or mis-management of funds which may arise from or in connection with the performance of the work hereunder by the contracting party, his agents, representatives, employees or subcontractors. The cost of such insurance and bonds shall be included in the Contracting party's proposal.

A. MINIMUM LIMITS OF INSURANCE

Contracting party shall maintain limits no less than:

- 1. GENERAL LIABILITY:** \$2,000,000 combined single limit per occurrence, personal injury and property damage. \$3,000,000 aggregate. Broad Form Commercial General Liability is required. (ISO 1993 or better). Personal Injury, Premises-Operations.
- 2. AUTOMOBILE LIABILITY:** \$ 2,000,000 per occurrence. "Any Auto" coverage is required.
- 3. WORKERS' COMPENSATION and EMPLOYERS LIABILITY:** Workers' compensation statutory limits as required by the Workers Compensation Act of the State of Utah and Employers Liability limits at a minimum of \$1,000,000 per occurrence.
- 4. PAYMENT and PERFORMANCE BONDS:** In an amount no less than 100% of the contract.

B. DEDUCTIBLES AND SELF-INSURED RETENTIONS

Any deductibles or self-insured retention exceeding 5% limit of policy must be declared to and approved by Sandy City. At the option of Sandy City, either; the insurer may be required to reduce or eliminate such deductibles or self-insured retention as respects Sandy City, its officers, officials and employees; or the contracting party may be required to procure a bond guaranteeing payment of losses and related investigations, claim distribution and defense expenses.

C. NOTICE OF INCIDENT OR ACCIDENT

Contracting party shall agree to disclose to Sandy City, all incidents or occurrences of accident, injury, and/or property damage covered by the insurance policy or policies.

D. OTHER INSURANCE PROVISIONS

The policies are to contain, or be endorsed to contain, the following provisions:

I. General Liability and Automobile Liability Coverages

A. Sandy City, their officers, officials, employees and volunteers are to be covered as an additional insured as respects: liability arising out of activities performed by or on behalf of the contracting party; products and completed operations of the contracting party; premises owned, leased, hired or borrowed by the contracting party. The coverage shall contain no special limitations on the scope of protection afforded to Sandy

City, its officers, officials, employees or volunteers.

B. The contracting party's insurance coverage shall be a primary insurance as respects to Sandy City, its officers, officials, employees and volunteers. Any insurance or self-insurance maintained by Sandy City, its officers, officials, employees or volunteers shall be in excess of the contracting party's insurance and shall not contribute with it.

C Any failure to comply with reporting provisions of the policies shall not affect coverage provided to Sandy City, its officers, officials, employees or volunteers.

D The contracting party's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respects to the limits of the insurer's liability.

II. Workers' Compensation and Employers Liability Coverage

The insurer shall agree to waive all rights of subrogation against Sandy City, its officers, officials, employees and volunteers for losses arising from work performed by the contracting party for Sandy City.

III. All Coverages

Each insurance policy required by this clause shall be endorsed to state that coverage shall not be suspended, voided, canceled by either party, reduced in coverage or in limits except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to Sandy City.

E. ACCEPTABILITY OF INSURERS

Insurance and bonds are to be placed with insurers admitted in the State of Utah with a Bests' rating of no less than A-, IX, and in the limits as listed in this document, unless approved by the Director of Risk Management .

F. VERIFICATION OF COVERAGE

Contracting party shall furnish Sandy City with certificates of insurance and with original endorsements effecting coverage required by this clause. The certificates and endorsements are to be signed by a person authorized by that insurer to bind coverage on its behalf. The certificates and endorsements are to be furnished to and accepted by Sandy City before work commences. The City reserves the right to require complete, certified copies of all required insurance policies, with all endorsements, at any time.

G. SUBCONTRACTORS

Contracting party shall include all subcontractors as an insured under its policies or shall furnish separate certificates and endorsements for each subcontractor. All coverages for subcontractors shall be subject to all of the requirements stated herein.